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**DD/S 67-4890**

**MEMORANDUM FOR:** Deputy Director for Intelligence  
Deputy Director for Plans  
Deputy Director for Science and Technology  
Deputy Director for Support

**SUBJECT :** Analytical Study of the Agency's Communication Requirements

1. The Director recently expressed concern over the high proportion of monetary and manpower resources required for Agency communications activities, particularly in view of the likelihood of increasing requirements in this area for future years. Concurrent with the Director's concern has been that of the Office of the Executive Director-Comptroller, the Deputy Director for Support and the Director of Communications over the rapidly growing technological improvements and developments in communications media and the material effects of such developments upon the procedures, functions, organization and general support of the various components of the Agency. These effects can be rather far reaching and have not been studied and reviewed on a program basis with a view to preparing now for those developments which will be forthcoming in the near future. Additionally, on a current basis the Director has asked specifically for an examination of the validity of present requirements for telecommunications and an evaluation of possible alternatives for meeting these requirements. The validity of current requirements and possible alternatives must be considered in consonance with projected future developments.

2. In order to provide an effective response to the Director and to conduct a comprehensive review of the oncoming communications developments, I am constituting a study group chaired by the Office of Planning, Programming and Budgeting with representatives from each Directorate. It is requested that each Directorate designate a senior officer to serve as a member of the group. The first task of the group will be to identify the studies necessary for an orderly progressive approach and assign subtasks to specialists to attain the objectives. The study group should provide appropriate interim reports as each phase of the overall study is completed.

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3. The examination of the validity of current requirements for telecommunications will involve a comprehensive analysis of the present communications traffic content, volume, flow, and the need for such requirements as levied by the component organizations of the Agency and the evaluation of possible alternatives for meeting these requirements. Of equal importance will be the impact upon the Agency of the oncoming communications developments and improvements. It is envisioned that these would include the development of staff satellite communications systems, the development of a world-wide secure voice communications network, the use of secure facsimile and data communications links, the increasing use of automatic data processing equipment in communications systems (including secure data links) both in the U. S. and at overseas stations and bases, and plans for the automation of the Cable Secretariat with its consequent effect upon dissemination systems and procedures within the Agency. Other related improvements will also be considered. The main purpose of the study is to assess Agency communication requirements and the significance of communication developments with a view to translating them into programs with the appropriate allocation of funds and manpower to achieve agreed upon objectives.

L. K. White

Executive Director-Comptroller

cc: D/PPB

D/CO

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 R. L. Bannerman

Deputy Director for Support

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**Remarks:**


Bob,

I have reviewed your draft memo on the "Communications study." Except for a revision to para. 2 (see attached), I think we are ready to go.



John Clarke

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FROM: NAME, ADDRESS AND PHONE NO.	DATE
John M. Clarke, D/PPB 	22 Aug 67